



Valley Emergency Medical Services

764 Derby Avenue, Seymour CT 06483
(P) 203-308-2332 (W) www.valleyems.org

Board of Directors

President: Jared Heon

Vice President: Kurt Miller

Vice President: Noreen McGorty

Treasurer: Jen Oliwa **Secretary:** David Geloso

Attended: Jared Heon, Jon Lovisolo, David Geloso, William Scollin, Jenn Oliwa, Jason Perillo, Kyle Kelly for K. Miller

Absent: Noreen McGorty, Kurt Miller, Madalene Taggart, George Temple, Dr. Gregory Boris, Joseph Burnett, Anita Dugatto, Shelton EMS

Guest: Dawn Macharelli, Chris Brown, Joseph Wendland, Sharon Closius (VCF)

Call to order at 7:05pm

J. Heon: There is not a full quorum so it will be opened as an executive committee meeting. Invite all to participate.

1. Call to order the Executive Committee meeting.

All rise for Pledge of Allegiance

2. Approval of Minutes

Moved approval to the next meeting.

3. Public Comment:

Ms. Sharon Closius spoke from the Valley Community Foundation.

4. Executive Director Report:

J. Perillo hands out report (see attached) and reviews.

Included the finance report as well as J. Schwab is not here.

Shelton still has outstanding balance. Mayor has approved full payment However; it is being paid in installments.

Shelton and Oxford is still outstanding for contracts.. J. Heon states we need to keep pushing that.

Reviews finance

Energy audit completed. Suggestions made and we have implemented some already.

Insurance has a significant decrease. We switched companies and saw a significant savings. J.

Perillo states he thought it was too good to be true but it is the exact same coverage. He went over it line by line.

Continues to review the Finance Reports

EMT staffing and Paramedic proposals for Monroe are almost finished. Contract up on March 31,2017 for paramedic service. Discussion will be in Executive Session

5. Finance Director Report:

J. Perillo previously reviewed in ED report for J. Schwab.

J. Perillo hands out the Audit financials: P&L statement. Legal settlement included because it happened before the audit was completed. Even though it was not finalized.. It is considered income that we know about. All the \$175,00 is considered income even though the money has not come in yet. It will not be reflected on another audit asks J. Heon. J. Perillo states on Pg. 5 it will be

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under Assets. At same time we recorded income but we also recorded a receivable. So we will see this as cash on the next audit when we get payments

D. Geloso asked what the general synopsis for the audit.

J.Perillo states it was favorable. Glitch was in timing of EMMS. But they worked through it, and were able to generate reports that are validating the numbers shown here on the audit.

Pg. 14: note number 12 talks about the \$175,000.

6. Operations manager/Supervisor report

D. Macharelli reviews savings

Safety committee met and we are addressing all issues brought up. Lighting changes to provide brighter lights outside and sensors for motion. Steps: grippers are laid down but they are coming up so we are looking for an alternative . D. Geloso had a suggestion for a company and gave to D. Macharelli.

Hired two PT Paramedics to help decrease OT. Starting orientation and ride time

J. Wendland states that he is waiting for quotes for the garage door sensors.

Vehicles have no issues.

7. Executive Session

Motion to Move to executive session to talk about pending bid submissions and ED contract and invite Kyle Kelley, Jon Lovisolo, Billy Scollin. Dawn Macharelli, Joe Wendland, Chris Brown and Jason Perillo for the bid submission part as well as Jason Perillo for the ED contract.

D. Geloso 1st. J. Oliwa 2nd. All in Favor.

Motion to come out of Executive Session.

J. Lovisolo 1st. D. Gelosos 2nd

8. Old Business

Taken care of in other categories

9. New Business:

A. J. Heon wants to start looking to come up with a plan for an administration building. Committee consists of board member, management staff and medic level. Start talking about what we need and come up with a design within a year or two what the budget will be to accomplish this. Need to meet the obligation of the current mortgage and then begin the process. This is the infancy stage but have a long range goal and begin this process.

B. Scollin suggests J. Heon should send out an email to the full board asking to be on the committee.

B. insurance changes:

J. Perillo hands out report (see attached) and reviews current insurance plans and proposed plans. J. Perillo reviews the HRA account set up and the benefits of having this for VEMS as well as employees. Need the board to approve and grant the authority to create this restricted HRA Reserve account for the deductible. Working right now with attorney and broker to set up parameters of the account.

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Need and recommend it to be funded for the full \$12,000. Notes this amount may change due to hiring of a new full time medic in the future if necessary.

Discussion on the pros and cons of this type of plan.

Motion for the BOD to authorize the Executive Director to create a health reimbursement HRA account with a beginning balance of \$12,000 for the sole purpose of paying the medical cost of employees who are enrolled in the VEMS health insurance plans that are otherwise not paid for by the regular health insurance plan.

D. Geloso 1st J. Oliwa 2nd. All in favor. Motion passed

C. J. Heon states he would like to stay with the same auditors.

J. Perillo clarifies: The partner from Apicela Testa has started a new firm. He has taken the same CPAS that have worked on our account for the last few years. Would like to stay with the same auditors (person) not necessarily the same firm. If we stayed with the same firm we would have a brand new team doing the audit. The entire team of CPA's that have worked on our audits have gone to the new firm.

J. Lovisolo mentions he was a little disappointed in past years with the proof reading. J. Perillo states he will mention to them his concerns.

Motion to retain Innovative CPA Group, LLC as the firm to conduct the audit for 2017

D. Geloso 1st. J. Oliwa 2nd . All in favor, Motion passed.

10. Other business

J. Heon asks that whoever has not signed the conflict of interest policy to please sign.

Discussion to authorize online payments. J. Heon is favorable as long as there is a printout of what has been paid

Motion to go back into Executive Session

J. Oliwa 1st, D. Geloso 2nd. All in favor. Motion passed

Motion to come out of Executive Session.

J. Oliwa 1st, D. Geloso 2nd. All in Favor. Motion passed

Motion to Adjourn

J. Oliwa 1st, D. Geloso 2nd. All in favor. Motion passed

Meeting Adjourned.

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